



Department
for Education

Schools
Commercial
Team

BCC HR & Payroll Welcome!

schools.commercial@education.gov.uk



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Agenda

- Overview of Get help buying for schools
- Processes
- Options
- Timeline
- Next steps

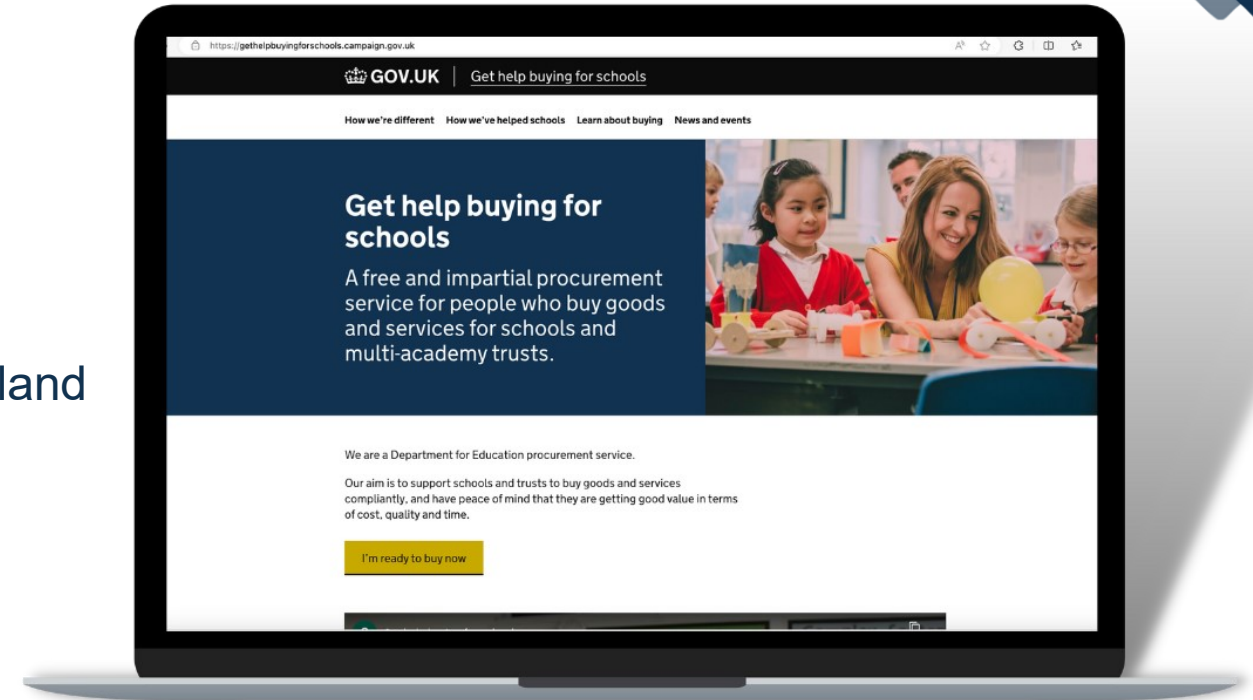
Introduction

- Thank you for joining and showing your interest in the support Get Help Buying For Schools can offer you for the procurement of your schools HR and Payroll service.
- We will explain what options are available to you and the next steps for each option.
- We will send out a further questionnaire at the end to collate your thoughts, please complete and return by 5pm 13/12/24

Get help buying for schools

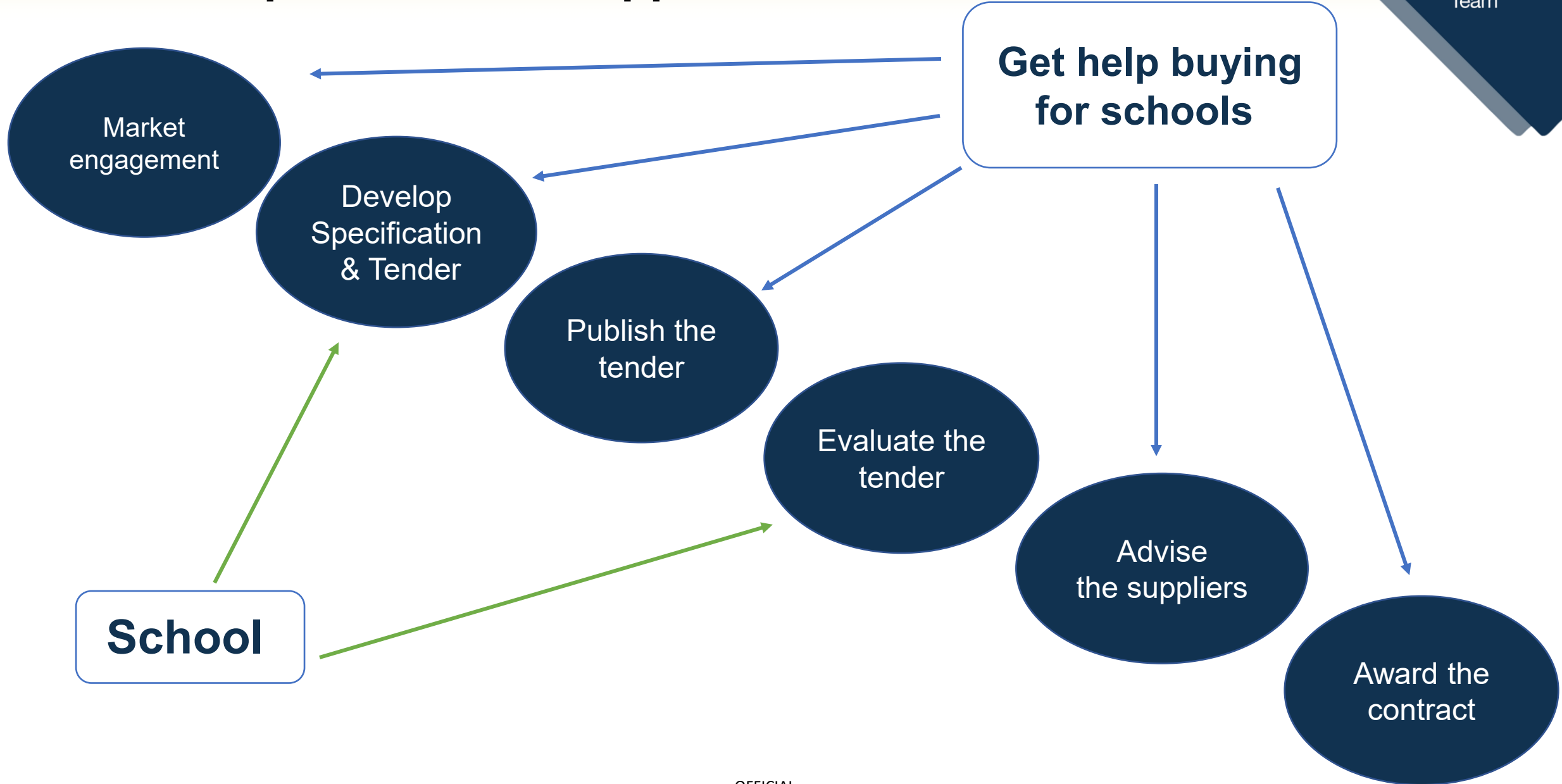
Get help buying for schools is:

- a **free** and **impartial** procurement service
- delivered directly by the DfE
- available to all state funded schools and trusts in England



Access the service here – [Get help buying for schools](https://gethelpbuyingschools.campaign.gov.uk)

End-to-end procurement support



Contract Procedure Rules

- Your current Finance Regulations state:

10.1 - Three written quotations should be obtained for all goods and services where the contract value (see 10.2 below) is between £10,000 and £214,904 inclusive VAT.

What does this mean for you?

- You could run a 'closed' invitation only process with at least 3 suppliers OR
- You could conduct a further competition via a suitable framework

Various options for you to consider:

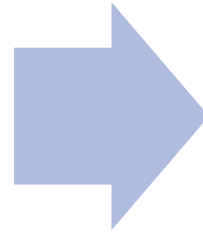
- Do you want to go out individually/smaller cluster/large aggregation
- Do you want one supplier for both aspects across multiple sites
- Do you want to run a closed bid process
- Do you want to run a further competition through a framework
- What level of assistance do you require?

Options

1. Attended this meeting but deciding to procure alone.
2. Receive support from GHBS to a certain point – then procure individually
3. Aggregation for 3 bid process – GHBS support
4. Aggregation for further competition – GHBS support

Option 1 – No support required

Happy to stay informed



No requirement from GHBS

Option 2 – Limited Support

Happy to stay within
communications



Involved in sharing and
standardising of
specification



No requirement from GHBS

Option 3 – 3 bid process (contracts below threshold)



Note:

Schools would need to commission Legal in relation to standard terms and conditions

Schools would be responsible for all internal governance sign off at evaluation / award stages

Suppliers can be local/national

Option 3 – Bid process (contracts above threshold)



Note:

Schools would need to commission Legal in relation to standard terms and conditions

Schools would be responsible for all internal governance sign off at evaluation / award stages

Any supplier would see the published opportunity and could bid

Option 4 – Further Competition



Note:

Schools would be responsible for all internal governance sign off at evaluation / award stages

Restricted to the suppliers on the framework (EPM, Liberata UK, Civica, Neo People management, Parseq Ltd)

Procurement Timescales - Bid process



Suggested Timeline



General Advice

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Questions?
Thank you!

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